

## **ORDINANCE NO. 2007-13**

AN ORDINANCE OF THE CITY OF SOMERSET, TEXAS AMENDING ORDINANCE NO. 85-1 ZONING COMMISSION, TO INCLUDE THE PURPOSE OF THE PLANNING AND ZONING COMMISSION, MEMBERSHIP, QUORUM, REQUIREMENT FOR OPEN MEETINGS AND PROVIDING FOR AN EFFECTIVE DATE OF SAID ORDINANCE.

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERSET, TEXAS THAT:**

### **Section 1: Purpose**

The purpose of the Planning and Zoning Commission is to act as an advisory board on all matters relating to zoning, planning and development applications.

### **Section 2: Membership**

The Planning and Zoning Commission shall consist of five (5) members who are residents of the City and are registered voters, each to be appointed by the city council for a term of two (2) years and removable for cause by the appointing authority upon written notice and after a public hearing. The City Council shall designate one (1) member as chairman. Vacancies shall be filled for the unexpired term of any member, whose place becomes vacant for any cause, in the same manner as the original appointment was made. The City council may appoint two (2) alternate members of the Commission who shall serve in the absence of one (1) or more of the regular members when requested to do so by the Commission Chairman or City Secretary, as the case may be. In the absence of a Planning and Zoning Commission the City Council shall serve as the Commission.

### **Section 3: Duties and Responsibilities**

The duties and responsibilities of the Planning and Zoning Commission are as follows:

- (a) To initiate and conduct planning sessions to proactively address needed changes within the community relating to the master plan including but not limited to: thoroughfare plan, property zoning/rezoning and future development;
- (b) Recommend boundaries for initial zoning districts and appropriate zoning regulations;
- (c) Take a proactive role in drafting, reviewing and making recommendations to the City Council relating to new zoning ordinances, amendments to existing zoning ordinances, and thoroughfare planning.
- (d) Make preliminary reports and hold public hearings prior to submitting proposals to the City Council as they relate to zoning and environmental quality issues.
- (e) Receive, review and take appropriate action on all platting and subdivision proposals.


**Section 4: Quorum**

Any three members shall constitute a quorum of the transaction of business. The affirmative vote of a majority of voting members attending any meeting at which there is a quorum present shall be necessary to pass any motion, recommendation or resolution of the Commission.

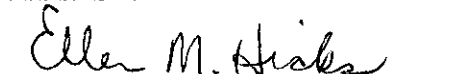
**Section 4: Meetings**

All meetings of the Planning and Zoning Commission shall be open to the public. The Commission shall keep minutes of its proceedings showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep record of its examinations and other official actions, all of which shall be filed in the office of the City Secretary.

PASSED AND APPROVED, on this the 9<sup>th</sup> day of October, 2007.

  
Fred Gonzales, Mayor

ATTEST:

  
Ellen Hicks, City Clerk/Treasurer